

Minutes of the  
Dodge County Highway Committee Meeting  
February 1, 2018

**CALL TO ORDER:** The meeting of the Dodge County Highway Committee was called to order by Acting Chairman Caine at 8:30 a.m. on February 1, 2018, in the Dodge County Highway building.

**ROLL CALL:** The following members were present – Jeffrey Caine, Jeff Berres, and Ed Nelson. William Muche was absent. Commissioner Brian Field, Assistant Commissioner Peter Thompson, County Administrator Jim Mielke, and County Board Chairman Russell Kottke were also present. The following were present for part of the meeting: Dodge County Corporation Counsel Kim Nass, Attorney Ben Southwick by phone, County Board Member Dave Frohling, Town of Portland Chairman Jeffrey Spoke, Dave Bell of Dave Bell Auctions, LLC, and Chris Hookstead.

**APPROVAL OF AGENDA:** Motion by Berres and seconded by Nelson to approve the agenda as presented and allow the Chairman to go out of order as needed to efficiently conduct the meeting. Motion carried.

**REVIEW MINUTES OF JANUARY 11, 2018:** Minutes of January 11, 2018, were approved as submitted.

**PUBLIC COMMENTS:** There were no public comments.

**STAFF REPORTS AND DEPARTMENT CONCERNS:** Field reported on recent staff resignations and hiring efforts. Thompson discussed new standards for bridge project funding and traffic incident management training scheduled for Highway crews.

**COMMITTEE REPORTS:** There were no Committee reports.

**APPROVE PER DIEMS AND EXPENSES:** Motion by Berres and seconded by Nelson to approve per diems and expenses for Caine and Muche for attending the Wisconsin County Highway Association Winter Conference on January 15 and 16, 2018. Motion carried.

**PROJECT UPDATES:** Crews have been involved in several snow and ice events recently. Tree and brush removal operations are in progress as weather permits. The CTH C (Buckhorn – USH 151) and CTH M (Watertown – Juneau) projects are being designed and permits applied for. The 2018 sealcoat program will include approximately 30 miles of pavement and is tentatively scheduled to be done in June.

**INFORM COMMITTEE OF DEBT COLLECTION STATUS:** A summary of uncollectible debts was presented to the Committee for information only.

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**REVIEW, CONSIDER, AND TAKE ACTION ON AN ORDINANCE TO RESTRICT PARKING ON A SECTION OF CTH I:** Jeff Spoke of the Town of Portland Town Board spoke in favor of the proposed parking ordinance that would prohibit parking on the east side of CTH I north of STH 19 in the Town of Portland. Motion by Nelson and seconded by Berres to approve this ordinance and recommend it for adoption by the County Board. Motion carried.

**REVIEW AND DISCUSS FENCING STATUTES:** Chris Hookstead addressed the Committee and discussed state statutes relating to fencing and cost share concepts. Corporation Counsel Kim Nass is continuing to research these statutes and will share an opinion at a future Highway Committee meeting. No action was taken.

**DISCUSS AND CONSIDER TAKING ACTION ON SURPLUS EQUIPMENT DISPOSAL OPTIONS:** Dave Bell presented a proposal to sell various pieces of surplus equipment through on-line auction. Motion by Nelson and seconded by Caine to list two quad axle dump trucks, two one-ton dump trucks, and a roadside tractor with mowers with Dave Bell Auctions and to list two used squad cars and a used generator with Wisconsin Surplus On-Line Auction Service. Motion carried.

**DISCUSS MAY 22 – 24 TDA FLY IN ATTENDANCE:** It was the consensus of the Committee that the Commissioner and one Committee member will attend the 2018 TDA Fly-In event in Washington, DC May 22 – 24. The Committee member will be named after the April reorganization meeting. This will be presented to the Executive Committee for out-of-state travel approval.

**DISCUSS APRIL 22 – 25 NACE CONFERENCE ATTENDANCE:** WCHA is hosting the 2018 National NACE Conference at the Chula Vista Resort in Wisconsin Dells April 22 – 25. Members are encouraged to review the agenda and attend sessions if appropriate.

**DISCUSS POTENTIAL COUNTY BOARD RULE CHANGE:** The Committee discussed a proposed County Board rule change that would require the County Board Chairman to appoint Highway Committee members. No action was taken.

**REVIEW, CONSIDER, AND TAKE ACTION ON AN ORDINANCE TO AMEND THE HIGHWAY ACCESS CONTROL ORDINANCE:** Corporation Counsel Kim Nass explained an amendment to the County Highway Access Ordinance addressing potential traffic impact studies. Motion by Nelson and seconded by Berres to approve this ordinance amendment and recommend it for adoption by the County Board. Motion carried.

**REVIEW, CONSIDER, AND TAKE ACTION ON THREE RESOLUTIONS TO AMEND THE 2017 BUDGET:** Motion by Caine and seconded by Berres to approve a resolution to amend the 2017 Highway Department Budget BU 3328 State Highway Other. Motion carried.

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Motion by Nelson and seconded by Berres to approve a resolution to amend the 2017 Highway Department Budget BU 3461 Other Government Services. Motion carried.

Motion by Berres and seconded by Nelson to approve a resolution to amend the 2017 Highway Department Budget BU 3312 CTHS Snow & Ice. Motion carried.

These resolutions will be recommended to County Board for adoption.

**DISCUSS REESEVILLE SATELLITE SHOP DESIGN AND LOCATION CONSIDERATIONS:** The Committee discussed the need to start the Reeseville satellite shop replacement project. It was the consensus of the Committee to consider a "green space" of approximately five acres in size with municipal services available. The Committee authorized the Commissioner to initiate property purchase negotiations for a new satellite shop site.

**REVIEW VOUCHER PAYMENT REGISTERS AND THE JANUARY CREDIT CARD PAYMENT REPORT:** Vouchers payment registers and the January credit card payment report were reviewed.

**FUTURE AGENDA ITEMS:** The following items will be added to an upcoming meeting agenda: fence statutes, Reeseville property search, Utility Accommodation Policy amendment, and Drainage District #1 update.

**NEXT COMMITTEE MEETING:** The next Committee meeting will be at 8:30 a.m. on February 14, 2018, in the Juneau office.

**ENTERTAIN A MOTION TO CONVENE IN CLOSED SESSION:** Motion by Berres and seconded by Nelson to convene in closed session pursuant to §19.85(1)(g), Wis. Stats. for purposes of conferring with legal counsel rendering legal advice concerning strategies with respect to litigation in which the county is involved; specifically, Mittelstadt v. Dodge County, Case No. 16-CV-284. A roll call vote was taken. Motion carried by unanimous vote of all members present at 11:13 a.m.

Members present: Jeffrey Caine, Jeff Berres, and Ed Nelson.

Members absent: William Muche.

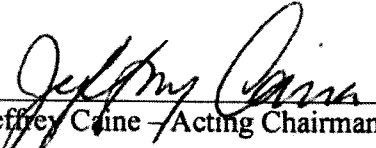
Others present: Commissioner Brian Field, Assistant Commissioner Peter Thompson, County Administrator Jim Mielke, County Board Chairman Russell Kottke, Dodge County Corporation Counsel Kim Nass, and Attorney Ben Southwick by phone.

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**RETURN TO OPEN SESSION:** Motion by Berres and seconded by Nelson to return to open session. A roll call vote was taken. Motion carried by unanimous vote of all members present at 12:04 p.m.

**TAKE ACTION ON ISSUES DISCUSSED IN CLOSED SESSION, AS APPROPRIATE:** Motion by Berres and seconded by Nelson to authorize the appropriate County officials to take action on issues as discussed in closed session. Motion carried.

**ADJOURNMENT:** The meeting adjourned at 12:08 p.m.

  
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Jeffrey Caine - Acting Chairman

  
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Jeff Berres - Committee Member

**Disclaimer:** The above minutes may be approved, amended, or corrected at the next Committee meeting.